



Dear Fair Participant and Parent:

Congratulations on advancing to the 58th Northeast Indiana Regional Science and Engineering Fair to be held at Indiana University-Purdue University Fort Wayne (IPFW) on March 23, 2013. I would like to bring your attention to the following items:

1. **Two Options for Display Set-Up; Option 1: Friday, March 22, 4-5:30 PM; or Option 2: Saturday, March 23, 7:45-8:30 AM.** Each student will have half of a six foot table and another student will be seated next to them. If your student does not need a table for their display, please email me so that we can place them in an alternate location without a table. Team members will have multiple chairs at their display location. The following items will be on the display table: 1) Display Inspection List, 2) Media Consent Form, and 3) a few division specific items. The documents can be reviewed in advance at the Regional Fair website under Fair Date Details: www.ipfw.edu/scifair . All students and those adults with an elementary or junior division student must review the Display List and remain at the display until a Display Inspector confirms and initials the list indicating the display is cleared for judging.
2. **Display Inspections: Display Rule Violations Will Require Display Alterations.** School fairs do not always have the same display rules as the Regional Fair. The Regional Display Rules are established for 3 purposes: 1) protect ALL student projects from accidents (ex. spilling liquid), 2) prohibit items that could potentially cause problems during the unsupervised public project display and, 3) comply with the International Science and Engineering Fair Display Rules. All projects must follow the enclosed Regional Display Rules which are also posted on the Fair website: www.ipfw.edu/scifair/DisplayRules.htm. Please review the prohibited items in advance to make certain your student's display is in compliance or they will be asked to alter the display during set up if prohibited items are found with their project. These items may not be at the display even during judging. We encourage the use of pictures, which are an acceptable alternative for any important prohibited item needed to help judges visualize the experiment.
3. **Children at Displays:** During judging, it is acceptable for children to read a book, draw, and talk to friends to help pass the time while they wait for their judge interview. Children using electronic communication devices are prohibited from sending inappropriate messages to friends. These messages have been seen by younger children and reported to parents and Fair officials. If a student is detected sending inappropriate messages, their electronic device will be removed and held at the information table.
4. **Judging Procedures:** Judges interview students between 9:00 a.m. and noon. Students remain at their display except when otherwise directed for a break or early release. Parents may sit in the seating area within the field house or outside in the lobby. Each student is guaranteed a visit by a grade (elementary division) or category (junior/senior division) judge or judge team. Some students are visited by multiple judge groups because their project is in a category with one or more special award sponsors. Please share with your student that a project visited by multiple judges is not more important than a project visited by one team of judges nor does it mean that the student interviewed more than one time is guaranteed an award. After the morning break, many students will be released if their grade or category judging is completed. **Why do some students remain for additional judging after the break?** They may remain longer because their grade level has larger participation and judging was not completed, special award judges may still be judging, or grade/category judges decided to review a project a second time for any number of reasons. **NOTE:** Score sheets are not released to students. **NEW THIS YEAR:** All students will be given their participation ribbons at their award ceremony. If you cannot attend the award ceremony, please stop at the Information Table to retrieve your child's ribbon.
5. **Break:** There will be a morning break when students will be released in intervals by grade to visit the restroom, speak to their parents, or walk around and stretch. A few grades may be released before the break if their judging is completed. After the break, students will be released to parents/adult supervising them as judges complete the judging process. The release procedure will be explained at the fair.
6. **Food:** See the Fair website the week of the fair for further information regarding concessions. The fair website www.ipfw.edu/scifair/ includes a link to *Fair Date Details*, adding updates as needed.

On behalf of the entire IPFW NEIRSEF Committee, I would like to thank you for participating in the Regional Fair and wish each of your students the best of luck!

Best Regards,

Carol Dostal
NEIRSEF Director